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Economic Commission for Africa
Workshop on Community Development

Draft Plan for the Regional Workshop on Planning and Administration of National Programmes of Community Development

1. Origin

The Economic Commission for Africa decided at its first session that "the Executive Secretary should convene in 1959 a small conference or workshop for African countries now receiving technical assistance from the United Nations in the organization of national community development programmes and for other interested countries and territories".

2. Time, place and duration

It is suggested that the workshop take place at the seat of the Commission in Addis Ababa from 14 to 25 September 1959.

3. Participants

The five countries now receiving technical assistance from the United Nations in the organization of national community development programmes are Liberia, Morocco, Tunisia, Sudan and the United Arab Republic. These five countries are each invited to appoint three to five senior officials having direct responsibility in the planning and administration of community development programmes. They should include not only the departments directly responsible for the community development programme, but also other departments which would be involved in providing technical support to community development (e.g. Agriculture, Health and Education). Interested Governments of the other members and associate members of the Commission are invited to participate in the Workshop by designation

of one to three participants. In both cases the officials are delegated to participate in the Workshop in their professional capacity rather than as spokesmen of their respective Governments.

The Executive Secretary will appoint a secretary for the workshop and invite professional staff of the United Nations and the specialized agencies and outside experts to serve as resource persons or discussion leaders of the conference. The specialized agencies concerned and the intergovernmental organizations having consultative status will be invited to participate.

4. Objectives

The major objectives of the workshop are:

(a) To provide an opportunity for exchange of experience between governments which are planning or initiating national community development programmes.

(b) To formulate recommendations which Governments concerned could act upon concerning the various aspects involved in planning and administration of national programmes of community development.

(c) To develop general suggestions for the Executive Secretary concerning the future work of ECA in the community development field.

5. Agenda and Work Programme

Attached to this plan is a provisional agenda for the workshop. (Annex I). The substantive items on the agenda can be classified into three separate categories corresponding to the objectives mentioned above. Since the subject matter of the three categories is inter-related, a different procedure for discussing them is suggested in order to avoid duplication. The item or items included in each group as well as suggestions for their discussion are as follows:

Group I (item 4 of the agenda) - Country Statements: It is expected that each participating country will prepare in advance and present to the workshop a statement describing current plans and programmes of community development. These statements should be received approximately eight weeks before the opening of the workshop. It is suggested that the statement be prepared under sub-headings corresponding to Agenda Items 5 to 8 inclusive. The statement should not exceed fifteen pages single spaced standard format. There is no limitation on supporting documents which the countries may wish to submit, provided that the country concerned will supply copies for distribution (50 copies).

Those written statements will be introduced at the meeting by participants from the country concerned with supplementary oral statements. Questions may be raised by other participants, but the discussion of the issues involved should preferably take place at a later time under the appropriate item on the agenda.

Group II (items 5-8 inclusive) - The Elements Involved in the Planning and Administration of National Programmes of Community Development: The discussion of items in this group will be led by discussion leaders appointed in advance. Relevant parts of a United Nations report on administrative problems involved in community development programmes, which will be distributed in advance, will be used as a basis for discussion under the items. During the discussion, it is expected that extensive reference will be made to national experience and to problems brought out during the discussion under item 4. The discussion under each item should lead to conclusions which could serve as a guide to Governments engaged in community development programmes.

Group III (item 9) - Regional Co-ordination and International Assistance:

The discussion under this item will be introduced by officers of ECA. Representatives of the various international agencies engaged in technical and other assistance to Governments will briefly explain their respective services as it relates to community development. The discussion that follows will be based on problems brought out under the earlier items and should lead to some specific conclusions for consideration by ECA and other international agencies concerned.

6. Documentation

The documentation for the workshop includes the following:

(a) Country statements referred to in 5 (I) above.

(b) Subject papers referred to in 5(II) above.

(c) Selected background documents in the field of community development prepared by the United Nations and specialized agencies.

(d) Other working papers prepared by the Secretariat.

7. Organization and Procedure

The rules of procedure of the Commission should be the rules of procedure of the workshop in so far as they are applicable. In addition to the Chairman and two Vice-Chairmen, the Workshop may wish also to elect a rapporteur. These four elected officers, together with the secretary will constitute the steering committee of the workshop.

ANNEX I

Provisional Agenda for the ECA Regional Workshop on Planning and Administration of National Programmes of Community Development

ECA Headquarters - Addis Ababa, Ethiopia

14 - 25 September 1959

1. Opening addresses.
2. Election of officers.
3. Adoption of agenda and of the plans for the conduct of the workshop.
4. National experience in planning and initiating community development programmes: (each participating country is expected to transmit in advance a statement summarizing its current plans and programmes of community development.)
5. Planning and organization of national community development programmes: (problems of location of central responsibility; inter-service co-ordination at different levels to insure technical support in community development programmes; the role of provincial and local governments; the position of community development programmes in overall national development).
6. Recruitment and training of personnel: (the requirements for various levels and types of worker; the content and method of training; the place of community development worker in the civil service system).
7. Financing of community development programmes: (the source of funds; financial and material assistance at the project level; community's contribution in grant-in-aid programmes).

8. Approach and techniques at the project level: (the role of the village level worker; the development of people's initiative and local leadership; the role of women and youth; the contribution of voluntary agencies; the relationship of community councils to local authorities; campaigns and pilot projects).

9. Regional co-operation and international assistance: (suggestions concerning ECA work programme in the field of community development; more effective use of international assistance (technical assistance, UNICEF, Special Fund and OPEX))[1/].

10. The preparation and adoption of the report to the Economic Commission for Africa.

1/ Provision of operational and executive personnel through the United Nations technical assistance programme under General Assembly resolution 1256 (XIII).